ANNUAL PUBLIC FILE REPORT December 1, 2017 – November 30, 2018

KDEN-TV, Telemundo Denver

1. List all full-time job vacancies filled by any station covered by this report during the past year:

<u>Position</u>
Producer
Executive Producer
Multimedia Journalist
Assignment Desk Editor/Writer
Technical Director/Editor
Web Editor
News Director
Multimedia Journalist
News Anchor
Executive Producer
Promotions Producer

2. For each vacancy listed, attach to this report the relevant and completed Recruitment Source Data Form(s):

Forms are at the end of the report, total of 11

3. In total, how many interviewees did the station interview for all the full-time job vacancies identified in response to Question 1?

Total interviewees: 48

4. In total, how many persons interviewed by the station for any of the above-listed job vacancies were referred to the station from each of the recruitment sources used by the station?

Name of Recruitment Source	Total Number of Interviewees
	Referred During the Year
Employee Referral	10
NBCUNICAREERS.com	24
Internal Hire/Internal Employee	6
Colorado Broadcaster's Association	0
Hispanic Chamber of Commerce	0

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University of Denver	0
Colorado Women's Chamber of	0
Commerce	
LinkedIn	1
Social Media	4
Former Employee	2
NAHJ (National Association of Hispanic	1
Journalists)	

Recruitment for Full-Time Vacancies

When KDEN-TV has job openings, the jobs are posted the Company's recruiting web site. Openings are always posted on www.nbcunicareers.com. The station web site, www.telemundodenver.com also provides a link directly to www.nbcunicareers.com.

The recruiting website is made available to KDEN – TV viewers through a 10-second public service announcement.

Notification to Community Groups and Recruiting Organizations

The station has developed a list of recruiting organization for reaching qualified candidates both within and beyond the Denver area. The current list at this time consists of 5 organizations.

- Colorado Broadcasters Association (and the careerpage.org site)
- Hispanic Chamber of Commerce of Metro Denver
- University of Denver
- Colorado Women's Chamber of Commerce
- Denver Metro Chamber of Commerce.

The stations will email or post a copy of job openings to any recruiting source that requests the information and responds with an email address or fax number for such job information. On-air announcements relay this information and refer interested individuals to apply on-line at www.nbcunicareers.com.

5. Please summarize the station's (or station group's) broad outreach initiatives during the past year. Please identify each initiative in which the station substantially participated, the date(s) of each initiative; the names and titles of the station personnel who participated in each initiative, and a short summary of the nature and extent of the station's participation in each initiative.

January 22-26, 2018 - CBA (Colorado Broadcasters Association) virtual job fair, Colorado – Participants: no attendees needed. KDEN Telemundo promoted the virtual job fair on-air to encourage online participation.

March 10, 2018 - CBA (Colorado Broadcasters Association) Job Fair, Denver, CO. Participants: Nora Grisanti, Office Manager and Kim Caballero, Human Resources Director.

July 19-20, 2018 - NAHJ (National Association of Hispanic Journalists) Job Fair, Anaheim, CA - Participants: James Arroyave, Station's Talent Acquisition Recruiter, Griselle Sierra, News Director KDEN Telemundo.

COMMUNITY INVOLVEMENT AND EMPLOYMENT OUTREACH

KDEN-TV continues to be deeply involved in its community of license and the surrounding area, which also extends KDEN-TV's outreach efforts. KDEN-TV has participated in the following community events.

- **December 1, 2017** Dolls for Daughters Toy Drive. Event to support underprivileged children and their families by providing toys, food and information on community resources. KDEN Telemundo was present to provide warm bread to event goers.
- March 3, 2018 Girls and Science event at the Denver Museum of Nature and Science. Event to a variety of Science Clubhouses, where girls (and boys!) and their families have the opportunity to meet women scientists and experience the many diverse opportunities a future in science, technology, engineering, art, and math can bring. The KDEN Female News Anchors and reporters were present to give event goers a glimpse of how to deliver news on camera and explain how technology is used to do so.
- March 17-, 2018 St. Patrick's Day Parade. Parade celebrating St. Patrick's Day. Members of the KDEN Telemundo news and marketing team participated in the parade, delivering candy to event goers.
- **April 21, 2018** Comcast Cares Day at Knapp Elementary School. . Members of the KDEN Telemundo team volunteered for a variety of outdoor projects to help improve and enhance the school grounds, including painting, gardening, weeding, planting shrubs, laying mulch or filling in sand.
- **April 29, 2018** Día del Niño (Children's Day Celebration) Denver Museum of Nature and Science.
- **April 29, 2018** Día del Niño (Children's Day Celebration) at St. Cajetan's Church. Annual celebration at St. Cajetan. Funds raised at the event go towards extending the church, classrooms and educational programs. KDEN Telemundo street team was present with an activation that included: a booth, table, spin-wheel and Telemundo premiums.
- May 5 and 6, 2018 Cinco de Mayo at Civic Center Park. Cultural celebration event. KDEN Telemundo street team was present with an activation that included: a booth, table, spin-wheel and Telemundo premiums.
- May 5 and 6, 2018 Cinco de Mayo Tournament (Soccer Tournament). Youth soccer tournament. KDEN Telemundo street team was present with an activation that included: a booth, table, spin-wheel and Telemundo premiums.
- May 12, 2018 USTA (U.S. Tennis Association) Tenis con Telemundo. USTA and KDEN Telemundo invited viewers to a day of free tennis lessons and activities for families.

- May 19 & 20, 2018 Alianza de Futbol A community-based soccer organization, which puts on a series of soccer tournaments across the country showcasing top Hispanic talent of all age groups.
- May 19, 2018 Carne Asada con Los Broncos at Mile High Flea Market. Denver Broncos BBQ community event featuring activities for all ages. KDEN Telemundo street team was present with an activation that included: a booth, table, spin-wheel and Telemundo premiums.
- June 24, 2018 Colorado Latino Festival Festival aimed at showcasing the different Latin American Cultures found throughout Colorado. The festival features music, culture, gastronomy, education, community resources and entertainment. KDEN Telemundo was present with an activation that included: a booth, table, spin-wheel and Telemundo premiums.
- **July 13, 2018** Screening of Coco, the movie, at Elitch Gardens. Elitch Gardens (amusement park) held a screening of the movie Coco for park customers. KDEN Telemundo had a step and repeat wall where movie goers could take photos on a World Cup themed background.
- **July 14, 2018** Carne Asada con los Broncos in Greeley, Colorado. Denver Broncos BBQ community event featuring activities for all ages. KDEN Telemundo street team was present with an activation that included: a booth, table, spin-wheel, activities (foosball table and corn hole) and Telemundo premiums.
- **July 22, 2018** Colombian Festival One-day outdoor festival celebrating Colombian culture. The event is free and open to the public. KDEN Telemundo was present with an activation that included: a booth, table, spin-wheel and Telemundo premiums.
- **July 29, 2018** Juntos Por Venezuela One-day outdoor festival celebrating Venezuelan culture. The event is free and open to the public. Proceeds from food sold at the event help support humanitarian organizations. KDEN Telemundo was present with an activation that included: a booth, table, spin-wheel and Telemundo premiums.
- **August 3, 4 & 5, 2018** St. Cajetan's Bazaar Three-day weekend annual bazaar dedicated to the Hispanic community. The focus of the event is to raise funds to extend the church, classrooms and educational programs. KDEN Telemundo was present with an activation that included: a booth, table, spin-wheel and Telemundo premiums.
- **August 11, 2018** Supporting our Schools One-day event where 1,500 backpacks filled with school supplies were given to children. KDEN Telemundo partnered with community organization, Kenzie's Causes, invited viewers to donate school supplies at designated drop off locations. KDEN Telemundo was present on the day of the event with an activation that included: a booth, table, spin-wheel and Telemundo premiums.
- **August 18, 2018** Clear the Shelters. NBCUniversal and Telemundo summer campaign to help find homes for pets that have been left in shelters. KDEN Telemundo partnered with local shelters to promote the campaign, invite viewers to adopt a pet and was also present with an activation at one of the shelters to give away premiums.
- **August 26, 2018** Carne Asada con Los Broncos in Greeley, Colorado. Denver Broncos BBQ community event featuring activities for all ages. Telemundo premiums and information were also provided to event goers.
- **August 26, 2018** Mexico en el Corazón (Concert). Concert with the Colorado Symphony (The Mexican Cultural Center with the Colorado Symphony). Free community concert showcasing the traditional dance and music from Mexico.

- **September 1, 2018** Central American Festival –One-day outdoor festival celebrating cultures of Central America. KDEN Telemundo was present with an activation that included: a booth, table, spin-wheel and Telemundo premiums.
- **September 20, 2018** Latin Beats: Sonidos de las Americas with the Colorado Symphony (The Mexican Cultural Center with the Colorado Symphony). Free community concert celebrating Hispanic Heritage month and cultural sounds of Latin music in a festive atmosphere. The KDEN Telemundo News Anchor was the MC for the event. KDEN Telemundo was also present with an activation before the event featuring a step and repeat photo wall and models in Mexican art inspired costume where concert goers could take pictures.
- **September 28, 2018** –Broncos en Español– Festival featuring food and activities with the Denver Broncos players and cheerleaders. KDEN Telemundo was present with premiums, information on resources available to the community. Sports Anchor was also present to interact and promote Telemundo.
- **September 23, 2018** Susan G. Komen Breast Cancer Race for the Cure. Various department team members participated as a group in the race as a team. Telemundo Denver news team was present at the finish line to cheer on racers.

Other Engagements

- **April 6, 2018** STRIVE Prep Career Fair Andres Chaparro, President and General Manager of KDEN Telemundo was invited as guest speaker during STRIVE Prep's 2018 Career Fair. Mr. Chaparro was invited to speak to students attending the career fair about his role at Telemundo, being a role model for the Hispanic community, the importance of a college education as well as networking in order to find a job.
- May 20, 2018 STRIVE Prep Graduation Ceremony Andres Chaparro, President and General Manager of KDEN Telemundo was invited as the Graduation Ceremony Speaker for 2018. Mr. Chaparro delivered an inspiring speech about education and possibilities.
- **July 24, 2018** Longmont Start-Up Week Drew Wilson, National Sales Manager and Abel Corral, Local Sales Manager of KDEN Telemundo were invited as speakers to the event in Longmont, Colorado. The purpose of the event in Longmont is to understand the power of the Latino market with cultural demographics. Telemundo takes a deep dive in the Latino growth in the American market, the need to market to this diverse community and understand the market opportunities.
- October 26, 2018 Center for Asian Pacific American Women Networking Reception.
 Andres Chaparro, President and General Manager of KDEN Telemundo invited to speak during event.

Internal Skills Enhancement Programs

Employees of the Station are provided with training and development opportunities designed to enhance their ability to assume positions of greater responsibility. Various programs are provided via external vendors and internal NBCU sponsored programs. During this last reporting period, Station employees participated in the following development courses: JUMP, PIVOT, LEAD; all leadership development courses facilitated by NBCU's training team. In addition, online courses on a variety of topics are available to all employees. Courses include: Negotiation Skills, Time Management, Team Building, Goal Setting, Project

Management, Communication Skills and Conflict Management. Station employees participated in the following development/leadership skills courses: A number of KDEN-TV employees were able to attend different training classes, seminars during this 12-month period. The different training opportunities are listed here:

- APC Briefing and Look O Summit (Automated Production Control and new look of art house graphics) by Tracee Cummins, Operations Director NBCUniversal Local Media Art house and Daniel Colon, Production Manager. *March* 5 9, 2018 Dallas, Texas. News Producer Delanny Cortes Zuniga and Raul Garcia, Station Operations Manager, attended the training to learn new system before launch of new on-air graphics for news department.
- **INVEST Training** by Joe Knight, Founder and Senior Consultant with the Business Literacy Institute. *April 26 and June 27 28, 2018 Orlando, Florida*. Coeli Lara, Marketing and Promotions Manager, attended the INVEST training to build and strengthen understanding of our business and the larger media and technology landscape.
- Investigative Reporters and Editors Conference 2018 June 13 16, 2018, Orlando, Florida. Event with more than 400 speakers, including investigative reporters from different markets. Rosy Zugasti, Responde Reporter, attended this four-day conference/seminar consisting of various sessions offering practical training to help journalists bolster their watchdog and enterprise skills. The conference/seminar also helped improve news reporting skills.
- **NAHJ Conference** (National Association of Hispanic Journalists). *July 18-21, 2018 Miami, Florida.* Griselle Sierra, News Director, attended the conference and Job Fair.
- **Multimedia Journalists Workshop** with Tony Martinez, Talent Coach. *August* 7 9, 2018, *Chicago, Illinois*. Corina Hierro, Multimedia Journalist, attended the workshop, where Multimedia journalists are trained on how to do creative shots and stand ups, tell a story, technical knowledge, manage individual stations, follow workflows, time management and best practices.
- **JUMP Talent Lab** with trainers Scotti Mackenzie and Corinne Schuler. *September 18-20, 2018* Training on Leadership, understanding personalities and how to better reach direct reports. Raul Garcia, Station Operations Manager, attended the training.
- **SAP Training** with Agosto Miosoty, HR Generalist. *September 26-27*, *2018*. Training on learning how to use and navigate the SAP system as a tool to support the HR Department. Nora Grisanti, Office Manager, attended training.

NBCUniversal's diverse employee population is reflected in our affinity groups. These voluntary organizations focus on the professional development of their members by creating opportunities for coaching, mentoring and networking with employees and senior management. In addition, they are a major force in driving recruitment and retention of top talent in the organization. Participation in these groups is open to all employees. Established affinity groups at NBCUniversal, APA@NBCUniversal, BPA@NBCUniversal, Out@NBCUniversal, The NBCUniversal PWD (People with Disabilities), Unidos@NBCUniversal, Veterans Network, The Women's Network @ NBCUniversal (WNN) and others, provide professional networking and skill development courses to employees.

In addition, online courses on a variety of topics are available to all employees. The courses offered include training in areas of Effective Coaching Skills, Providing Performance Feedback, Behavioral Styles at Work, Presentation Skills, Influencing Skills, Storytelling, Business Writing, Effective Meetings, Hiring the Right People, Project Management, Time Management, Microsoft Office training (Excel: Fundamentals, Intermediate, Excel & Power Point, Charting & Drawing, Functions Only, Advanced. PowerPoint: Fundamentals and Advanced.

EEO/Human Resources Training Program

KDEN on a yearly basis offers training to employees addressing methods of ensuring equal employment opportunities and preventing discrimination. During the reporting period, these programs have included Annual Integrity Training and Comcast Corporation Code of Conduct, a course encompassing issues related to integrity, Solutions Program Training, Compliance Standards and Environmental Health and Safety training.

All Station employees, including management, are required to attend a course designed to prevent harassment and discrimination. Training is offered to ensure 100% participation.

Internship Program

N/A for 2017/2018

Station: <u>KDEN-TV</u>

Job Title: Producer 38422BR

Date Job Filled: 1/22/18

Recruitment Source That Referred

Ultimate Hire: Internal Candidate

Total # of interviewees: $\underline{1}$

Name of Recruitment Source	Address of Recruitment Source	Contact Person	Telephone/Email	Has this Source Requeste d Notices?
NBCUnicareer s	www.nbcunicareers.co m	James Arroyav e	954-622-6689 <u>James.Arroyave@nbcuni.co</u> <u>m</u>	No

Station: <u>KDEN-TV</u>

Job Title: Executive Producer 36694BR

Date Job Filled: 1/1/18

Recruitment Source That Referred

Ultimate Hire: <u>NBCUNICAREERS.COM</u>

Total # of interviewees: $\underline{2}$

Name of Recruitment Source	Address of Recruitment Source	Contac t Person	Telephone/Email	Has this Source Requeste d Notices?
NBCUnicareer s	www.nbcunicareers.co m	Karen Mendez	954-622-6026 <u>Karen.Mendez@nbcuni.co</u> <u>m</u>	No

Station: <u>KDEN-TV</u>

Job Title: Multimedia Journalist 36871BR

Date Job Filled: 1/8/18

Recruitment Source That Referred

Ultimate Hire: Internal Hire

Name of Recruitment Source	Address of Recruitment Source	Contact Person	Telephone/Email	Has this Source Requeste d Notices?
NBCUnicareer s	www.nbcunicareers.co <u>m</u>	James Arroyav e	954-622-6689 <u>James.Arroyave@nbcuni.co</u> <u>m</u>	No

Station: <u>KDEN-TV</u>

Job Title: Assignment Desk – Editor/Writer 38627BR

Date Job Filled: 5/7/18

Recruitment Source

That Referred

Ultimate Hire: NBCUNICAREERS.COM

Name of Recruitment Source	Address of Recruitment Source	Contact Person	Telephone/Email	Has this Source Requeste d Notices?
NBCUnicareer s	www.nbcunicareers.co m	Wilibert o Ocasio	212-664-3246 Wiliberto.Ocasio@nbcuni.co m	No

Station: <u>KDEN-TV</u>

Job Title: Technical Director/Editor 38795BR

Date Job Filled: 5/7/2018

Recruitment Source

That Referred

Ultimate Hire: NBCUNICAREERS.COM

Name of Recruitment Source	Address of Recruitment Source	Contact Person	Telephone/Email	Has this Source Requeste d Notices?
NBCUnicareer s	www.nbcunicareers.co m	James Arroyav e	954-622-6689 James.Arroyave@nbcuni.co <u>m</u>	No

Station: <u>KDEN-TV</u>

Job Title: Web Editor 39347BR

Date Job Filled: 4/16/18

Recruitment Source That Referred

Ultimate Hire: Employee Referral

Total # of interviewees: $\underline{4}$

Name of Recruitment Source	Address of Recruitment Source	Contact Person	Telephone/Email	Has this Source Requested Notices?
		James	954-622-6689	No
		Arroyave	James.Arroyave@nbcuni.com	INU

Station: <u>KDEN-TV</u>

Job Title: News Director 40025BR

Date Job Filled: 4/2/18

Recruitment Source That Referred

Ultimate Hire: Internal Candidate

Name of Recruitment Source	Address of Recruitment Source	Contac t Person	Telephone/Email	Has this Source Requeste d Notices?
NBCUnicareer s	www.nbcunicareers.co m	Karen Mendez	954-622-6026 <u>Karen.Mendez@nbcuni.co</u> <u>m</u>	No

Station: <u>KDEN-TV</u>

Job Title: Multimedia Journalist 40026BR

Date Job Filled: 4/30/18

Recruitment Source That Referred

Ultimate Hire: <u>NBCUNICAREERS.COM</u>

Total # of interviewees: $\underline{2}$

Name of Recruitment Source	Address of Recruitment Source	Contac t Person	Telephone/Email	Has this Source Requeste d Notices?
NBCUnicareer s	www.nbcunicareers.co m	Karen Mendez	954-622-6026 <u>Karen.Mendez@nbcuni.co</u> <u>m</u>	No

Station: <u>KDEN-TV</u>

Job Title: Executive Producer 40280BR

Date Job Filled: 4/30/18

Recruitment Source That Referred

Ultimate Hire: <u>NBCUNICAREERS.COM</u>

Total # of interviewees: $\underline{2}$

Name of Recruitment Source	Address of Recruitment Source	Contac t Person	Telephone/Email	Has this Source Requeste d Notices?
NBCUnicareer s	www.nbcunicareers.co m	Karen Mendez	954-622-6026 Karen.Mendez@nbcuni.co m	No

Station: <u>KDEN-TV</u>

Job Title: News Anchor 40749BR

Date Job Filled: 6/4/18

Recruitment Source That Referred

Ultimate Hire: <u>NBCUNICAREERS.COM</u>

Name of Recruitment Source	Address of Recruitment Source	Contac t Person	Telephone/Email	Has this Source Requeste d Notices?
NBCUnicareer	www.nbcunicareers.co	Karen	954-622-6026	No
S	<u>m</u>	Mendez	Karen.Mendez@nbcuni.co	
			m	

Station: <u>KDEN-TV</u>

Job Title: Promotions Producer 43333BR

Date Job Filled: 11/5/18

Recruitment Source

That Referred

Ultimate Hire: <u>NBCUNICAREERS.COM</u>

Total # of interviewees: <u>7</u>

Name of Recruitment Source	Address of Recruitment Source	Contact Person	Telephone/Email	Has this Source Requeste d Notices?
NBCUnicareer	www.nbcunicareers.co	Wilibert	212-664-3246	No
S	<u>m</u>	o Ocasio	Wiliberto.Ocasio@nbcuni.co	
			<u>m</u>	